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# Annual Report

FISCAL YEAR 1953-54



# FREE PUBLIC LIBRARY SAN BERNARDINO CALIFORNIA



E STABLISHED 1891

## B O A R D   O F   T R U S T E E S

Rabbi Norman F. Feldheym . . . . .	President
Mr. L. Burr Belden . . . . .	Secretary
Mrs. Olive Palmtag	Mr. R. H. Nedderson
Mr. Neal Batchelor	

Language is the armory of the human mind, and  
at once contains the trophies of its past, and the  
weapons of its future conquests.

—Coleridge.

THE LIBRARY OF THE

JAN 18 1956

UNIVERSITY OF ILLINOIS

## REPORT OF THE PRESIDENT

To the Honorable Mayor and Members of the  
Common Council, City of San Bernardino,  
California

Gentlemen:

We of the Board of Trustees of the San Bernardino Public Library again are most appreciative of the complete understanding displayed by the Mayor and the members of the Council of the aspirations of the Library Board and Staff to provide an outstanding service to the people of San Bernardino. We particularly appreciate the cooperation of the members of the Council during the efforts to secure the passage of the Bond Issue that would have permitted the building of a new Main Library, and are of the hope that this understanding and cooperation will continue throughout the years.

We must commend the City Librarian and her staff for the competent and effective job done for the people of our city under conditions that can be most politely described as "adverse." We regret to report, however, that crowded and otherwise inadequate working facilities have caused the resignation of several valued staff members who felt that they could not continue to serve the City in the cramped conditions that a fifty-one year old building has forced on the Library system.

No word of commendation can adequately describe the wholehearted and sacrificial efforts of Mr. Neal Batchelor, Mr. Burr Belden, Mr. R. H. Nedderson and Mrs. Olive K. Palmtag in their endeavors to assist Miss Mary Belle Kellogg, our City Librarian, in the solution of the many problems that have faced us during this past year. Their far-sighted planning, counsel and advice have made it possible to effectively meet the ever-increasing demands for library service made by the rapidly growing population of our community, inadequate physical facilities notwithstanding.

Respectfully submitted,

NORMAN F. FELDHEYM

President of the Board of Trustees

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1953/54

## FINANCIAL REPORT

Assessed Valuation of City . . . . .	\$68,334,430.00
Library Tax Rate . . . . .	.1865
Receipts . . . . .	123,623.00

### EXPENDITURES

Salaries . . . . .	79,097.56
Books . . . . .	22,683.53
Binding and Rebinding . . . . .	2,109.91
Heat, Light, Water . . . . .	2,659.64
Insurance . . . . .	1,132.13
Equipment . . . . .	4,123.95
Periodicals . . . . .	2,072.50
Records and Films . . . . .	979.89
Rent . . . . .	900.00
Other operating expenses . . . . .	7,863.89
Total Expenditures . . . . .	\$ 123,623.00

### CASH ACCOUNT

Cash on hand July 1, 1953 . . . . .	\$ 20.00
Receipts — Fines . . . . .	4,923.57
Non-Resident Fees . . . . .	441.01
Damaged Books . . . . .	14.73
Reserve Books . . . . .	32.63
Lost Books . . . . .	198.53
Pay Phone . . . . .	66.78
State Equalization Tax Refund . . . . .	26.85
TOTAL CASH RECEIPTS . . . . .	\$5,724.09

### DEPOSITED WITH CITY TREASURER

Fines and Fees . . . . .	\$5,411.93
Lost Book Fund . . . . .	198.53
Pay Telephone . . . . .	66.78
On hand June 30, 1954 . . . . .	20.00
State Equalization Tax Refund . . . . .	26.85
TOTAL . . . . .	\$5,724.09

## OPERATING REPORT

### BORROWERS REGISTRATION

Active Borrowers Registered July 1, 1953 . . . . .	27,053
Borrowers new and re-registered . . . . .	10,365
Borrowers withdrawn . . . . .	7,193
Total number of active borrowers June 3, 1954 . . . . .	30,225

(This includes 1,156 paying non-residents)

### BOOK STOCK

	Adult	Juvenile	Total
Books on hand July 1, 1953 . . . . .	65,095	35,270	100,365
Additions to July 1, 1954 . . . . .	4,985	3,948	8,933
Withdrawals . . . . .	630	818	1,448
Total number books in Library . . . . .			107,850

### Other material:

Newspapers . . . . .	16
Magazines, subscription . . . . .	169
gifts . . . . .	48
Periodical services . . . . .	5
Long playing phonograph records . . . . .	191

### CIRCULATION

	Adult	Juvenile	Total
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Fiction	Fiction	104,424	131,107	235,531
Non-fiction	Non-Fiction	80,270	60,281	140,551
Periodicals	Non-book materials	3,215		3,215
Interlibrary	Periodicals	7,205		7,205
From State	Interlibrary loan	97		97
TOTAL	From State Library	<u>180</u>		<u>180</u>
Above figures include:		<u>195,391</u>	<u>191,338</u>	<u>386,779</u>

Arrowhead Branch . . . . .	45,316	74,276	119,592
Bunker Hill Branch . . . . .	6,370	13,995	20,365
Mt. Vernon Branch . . . . .	687	17,871	18,559

These figures include 37,794 books to schools.

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ANNA JANE McGOUGH  
1904 — 1954

LIBRARY ASSISTANT  
1921 — 1953

On April 15, 1954, Anna McGough passed away after an extended illness.

Anna McGough began her library career working nights as an apprentice. Through her library career she served in every department, children, branch, circulation and reference. Although she retained an intense interest in all library activities, the Reference Department was always her first concern. Even when no longer able to be in the library she made valuable contributions to the files in the Reference Department.

She was well known throughout San Bernardino for her thoughtfulness and concern for the welfare of others. As an employee she epitomized loyalty, industry and responsibility. Each one who has known her will have happy memories of her friendship.

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## LIBRARY STAFF

*MARY BELLE KELLOGG, City Librarian*

Shirley Burch . . . . .	Secretary to Librarian
Mildred Lippert . . . . .	Chief Cataloger
Gertrude Carey . . . . .	Typist, Catalog Department
Elinor Herried . . . . .	Typist, Catalog Department
Mary Anna Selkirk . . .	Audio-Visual Librarian and Reference Assistant
Laurel Moore . . . . .	Reference Assistant
Irving Honer . . . . .	Relief Reference Assistant
Margaret Fay Engleman . .	Circulation Librarian
Elizabeth Bireline . . . . .	Desk Attendant
Janet Dunbar . . . . .	Circulation Records
Maxine Kraft . . . . .	Circulation Records
Maurene Lehner . . . . .	Desk Attendant
Smilie Leser . . . . .	Periodicals and Desk Attendant
Isabel Wilkinson . . . . .	Bindery and Desk Attendant
Bess Harrison . . . . .	Juvenile Librarian
Shirley Goff . . . . .	Juvenile Desk Attendant
Sue Riley . . . . .	Book Repairer
Ruth Daubert . . . . .	Relief Book Repairer
James Cox . . . . .	Book Shelver
Gerald Kastigar . . . . .	Book Shelver
Thomas Kennedy . . . . .	Book Shelver
Steven Winter . . . . .	Book Shelver
David Tremper . . . . .	Book Shelver
Wasko Garnek . . . . .	Janitor, Main Library
David Valigara . . . . .	Relief Janitor Main Library

## ARROWHEAD BRANCH

Violet Yelton . . . . .	Branch Librarian
Mary Mann . . . . .	Branch Assistant
Wilma Ford . . . . .	Branch Assistant
Eldred Jones . . . . .	Relief Branch Librarian
Thomas Cover . . . . .	Book Shelver
Judith Hilliard . . . . .	Book Shelver
James Engels . . . . .	Book Shelver
Neva Hadley . . . . .	Vacation Relief
George Bayus . . . . .	Janitor
James Bayus . . . . .	Vacation Relief

**LIBRARY STAFF**  
(Continued)

**BUNKER HILL BRANCH**

Joyce Warner . . . . .	Branch Librarian
Arlene Schnier . . . . .	Book Shelves
Eli Lane . . . . .	Janitor

**Mt. VERNON BRANCH**

Vera Plimley . . . . .	Branch Librarian
Fred Plimley . . . . .	Janitor

**RESIGNED**

John Perkins . . . . .	Assistant Librarian
Betty Paulus . . . . .	Reference Librarian
Kate St. Jean . . . . .	Reference Librarian
Gloria Bandholtz . . . . .	Steno Typist
Martha Bayus . . . . .	Typist
Mary Deal . . . . .	Typist
Carol Fisher . . . . .	Typist
Hilda Goltz . . . . .	Typist
James Hughes . . . . .	Page
Martha Johnson . . . . .	Typist
Nancy Livacic . . . . .	Typist
Clemma McCawley . . . . .	Typist
Lou Jean Peterson . . . . .	Typist
Pauline Rizzo . . . . .	Typist
Roberta Kreiger . . . . .	Page
Oliver Miller . . . . .	Page
Don Webber . . . . .	Page
Kent Schofield . . . . .	Page

## ACTIVITIES FOR 1953-1954

- July            Bunker Hill Branch moved to Mill Street. This move has been justified in the increase in use of the Branch.
- August          Board of Trustees welcomed Neal Batchelor, real estate agent, as a new appointee to the Board.
- September       The entire upper floor of the Main Library was rearranged for better supervision and accessibility to the book shelves. Bound periodicals and newspapers, duplicate copies of books, together with gift books and seldom used materials were moved to the upper floor of the old Fire Hall in order to make room for public use of present quarters.
- December        Rearrangement and remodeling of main desk.
- January-March   Your library, in conjunction with the San Bernardino County Library, A. K. Smiley Library of Redlands and the Riverside City and County Library sponsored a series of radio programs stimulating group discussion on problems of community interest. The series, known as "The Living Generation," was aided financially by a grant from the American Library Association. The script was written by John Harter, radio producer, and the series was produced under the guidance of Dr. Eugene Johnson, Director of Community Education, at the Valley College.
- March            The City Council was requested to call a Library Bond Issue at the June primary election.
- June             Great growth in use at Arrowhead Branch made it necessary to move children's quarters into the room formerly used for group meetings.
- At this time a microfilm reader suitable for reading newspaper microfilm was added. At the same time microfilm of the early newspapers in San Bernardino County were purchased as the first step towards obtaining complete newspaper coverage of this area.

## MEASURING UP

The standard for an appropriation in a California library in a town of 100,000 should be \$2.12 per capita.

The appropriation for San Bernardino, population 73,563, is \$1.67 per capita.

Standard	Salaries 66%	Materials 18%	Operating 16%
San Bernardino	Salaries 63.17%	Materials 22.6%	Operating 14.23%

		1953-54	1952-53
Budget	. . . . .	\$123,623	\$115,718
Books	. . . . .	107,850	100,365
Borrowers	. . . . .	30,225	27,053
Books Circulated	. . . . .	273,307	333,171
		<u>386,729</u>	

## LIBRARIAN'S REPORT

To the Members of the Board of Trustees of  
the Free Public Library of San Bernardino.

Gentlemen:

The year of 1953-54 has been a year of activity and accomplishment in spite of some frustrations and disappointments.

Like other city departments there was a need to expand our services. Since our crowded condition at the main library leaves no room for expansion our chief activity for the year was a rearranging of the book stacks, desks and furniture to permit better use by the public. In spite of the fact that many books, bound periodicals and newspapers have been moved to the upper floor of the old Fire Hall, there still is not room for one year's growth.

The rearrangement and the remodeling of the main desk permits the operation of the desk with the minimum of clerical help during inactive periods.

Aside from this adjustment to our crowded condition all the other extra activity of the staff was devoted to acquainting the citizens with the need to pass the Bond Issue. In spite of wholehearted efforts this Bond Issue did not pass by a two-thirds majority. The vote was Yes, 11,031; No, 6,889.

During our campaign for a Bond Issue for a new library we discovered that many citizens not only lack essential information in regard to their Public Library, but many have many misconceptions in regard to it. A number do not realize that the funds which the Carnegie Foundation contributed in 1904 for the present library building were all that were given. This gift was made on condition that the City supply the site and agree to contribute funds for the maintenance of the library after it was built. The land and the library building belong to the City. The Library is maintained by funds from a special library tax, set up yearly by the city administration. Another misconception is that a library is a storehouse of books in a quiet mausoleum,

with librarians who maintain a hushed area for quiet reading. Nothing could be farther from the truth. THE CHIEF FUNCTION OF THE MODERN PUBLIC LIBRARY IS SERVICE TO THE INDIVIDUAL AND THE COMMUNITY THROUGH THE USE OF BOOKS AND OTHER MATERIALS.

Books and related materials such as films, records, and pamphlets are the means to enjoyment of living, understanding social problems, to earning, and continuing education. Where the school leaves off for the individual the public library takes over.

### REFERENCE AND INFORMATION SERVICE

The corner stone and foundation for all library community service is that of the reference and information department. This is the one service which no other community organization can give.

Information not requiring research is as available as the telephone.

*Moody's Investment Services, the Federal Tax Guide, the Labor Guide, Index to Periodicals, book reviews, Facts on File*, a daily index to happenings throughout the nation, are all maintained for public use.

Various reports in consumer products, government pamphlets, as well as a special collection of 5,119 reference books are here to be used.

In the Main Library 14,281 questions requiring research were answered.

## SERVICES TO SCHOOLS

Although there are now libraries in the elementary schools, the juvenile department at the main library loaned 37,794 books for use as supplementary reading to the teachers in the public schools. At the main library and all branches teachers brought their classes to the library for instruction and reading periods. Each summer the Vacation Reading Club introduces hundreds of children to the enjoyment of reading. For the past year 1,989 children were enrolled in the club and approximately half of them received Reading Certificates after reading the minimum of ten books.

The Juvenile Librarian and the Branch Librarians give many book talks to Parent groups as well as conducted story hours for the children.

## AUDIO-VISUAL

Every year one step is made in the expansion of an audio-visual department. This year a microfilm reader was purchased for reading 35mm microfilm. With storage space becoming very limited, it is planned to keep some newspapers and periodicals on microfilm. We have begun our collection with the purchase of the microfilm of early San Bernardino County newspapers.

Your library is still a member of the Southern California Film Circuit receiving from 9 to 12 new 16mm sound films every month for free circulation to our patrons. This service is given first to groups and then to individuals.

The long playing record collection is also growing and we now have 191 records of a classical and semi-classical nature.

## LIBRARY BRANCHES

Many persons find all they need at their neighboring branch library, but good branch services require a strong central unit. All administration, research reference, purchasing and distribution comes from the central library.

From this main library flow the new books to the outlying areas. In short, the branches are distributing centers for books to children and homeowners. They are more than that however, they are really community centers, each branch different according to the locality it serves.

## BRANCH ACTIVITIES 1953-1954

### ARROWHEAD BRANCH

Throughout the year 60 groups used the Community Room at the Arrowhead Branch. This was used not only for group meetings but for exhibits of various kinds. Among the intriguing exhibits shown during the year were the following:

- San Bernardino Art Association and Traditional Artists, 144 pictures.
- Abbie Koff of Riverside, 20 pictures.
- Mrs. Doris Lochs Third and Fourth Grade students of Elliott School displayed a frieze.
- Lens and Shutter Club, an exhibit of National Photographs.
- Mrs. Harold Frazier, an exhibit of roses.
- Mr. and Mrs. Harold Weston, an exhibit of native copper and polished petrified wood.
- Mrs. Warren Fox and daughter Sharon, exhibit of Philippine shells.
- Junior Arrowhead Stamp Club, exhibit of stamps.
- Mrs. Nola Clark, exhibit of Bolivian Native Art.
- Mrs. Byron Burke, Jr., exhibit of rare coins.
- Mr. Harold F. Mee, weapons of the Ecuador headhunters.
- Miss Janice Rice, flower arrangements.

### BUNKER HILL BRANCH

Bunker Hill Branch Library has been the meeting place every other Thursday morning for the second year of the Parent teacher's education study group of Urbita Parent Teacher's Association. This group has had films, speakers, and forum meetings which have proved very profitable.

A story hour is conducted each Friday morning during the summer months for children from pre-school through fourth grade. Each week a different mother from the area is the "story lady" and the average attendance is about 30. This story hour is planned to interest children too small to participate in the summer reading club, and also to acquaint children with the library so that they will become future borrowers.

Paintings on display in the branch are loaned by two members of the San Bernardino Art Association, Mrs. Anna Gray and Mrs. Ann Benson.

### Mt. VERNON BRANCH

This branch is small and its quarters are always used to such full capacity that no extra activity is possible.

## APPRECIATION

During our recent Bond campaign we found many friends we had not known before. These friends did not give us lip service but were active with their assistance. We are sincerely grateful to them and to those organizations who supported us without reservation during the campaign. To enumerate them all is not possible at this time but we discovered it to be literally "rich man, poor man, — doctor, lawyer, merchant, chief," children, parents, teachers, unions, all came to our aid. We know that many who voted against the issue did so because they did not understand our true condition. We will give everyone an opportunity to vote again, and hope before they do so, they will acquaint themselves with our needs and join our friends.

It is doubtful if any librarian could adequately express appreciation for the loyal support of her staff. Without a loyal supporting staff she has but little value. To my hard working, loyal staff I am wholeheartedly grateful.

To you, members of the Library Board, I am indebted for an unusual degree of cooperation and assistance.

For the thoughtful consideration given our problems by the Mayor and Members of the Common Council, we can only say that we hope our administration will justify your faith.

Respectfully submitted,

MARY BELLE KELLOGG  
Librarian





**SAN BERNARDINO  
PUBLIC LIBRARY SYSTEM**

**FREE PUBLIC LIBRARY  
Fourth and D Streets      Telephone 4-1183**

**BRANCHES**

**Arrowhead Branch 2956 Arrowhead Avenue  
Telephone 8-0989**

**Bunker Hill Branch 1033 Mill Street  
Telephone 9-4824**

**Mt. Vernon Branch 1242 Ninth Street  
Telephone 9-5625**



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S1943R  
1952/53



# Annual Report

FREE PUBLIC LIBRARY  
SAN BERNARDINO, CALIFORNIA

ESTABLISHED 1891

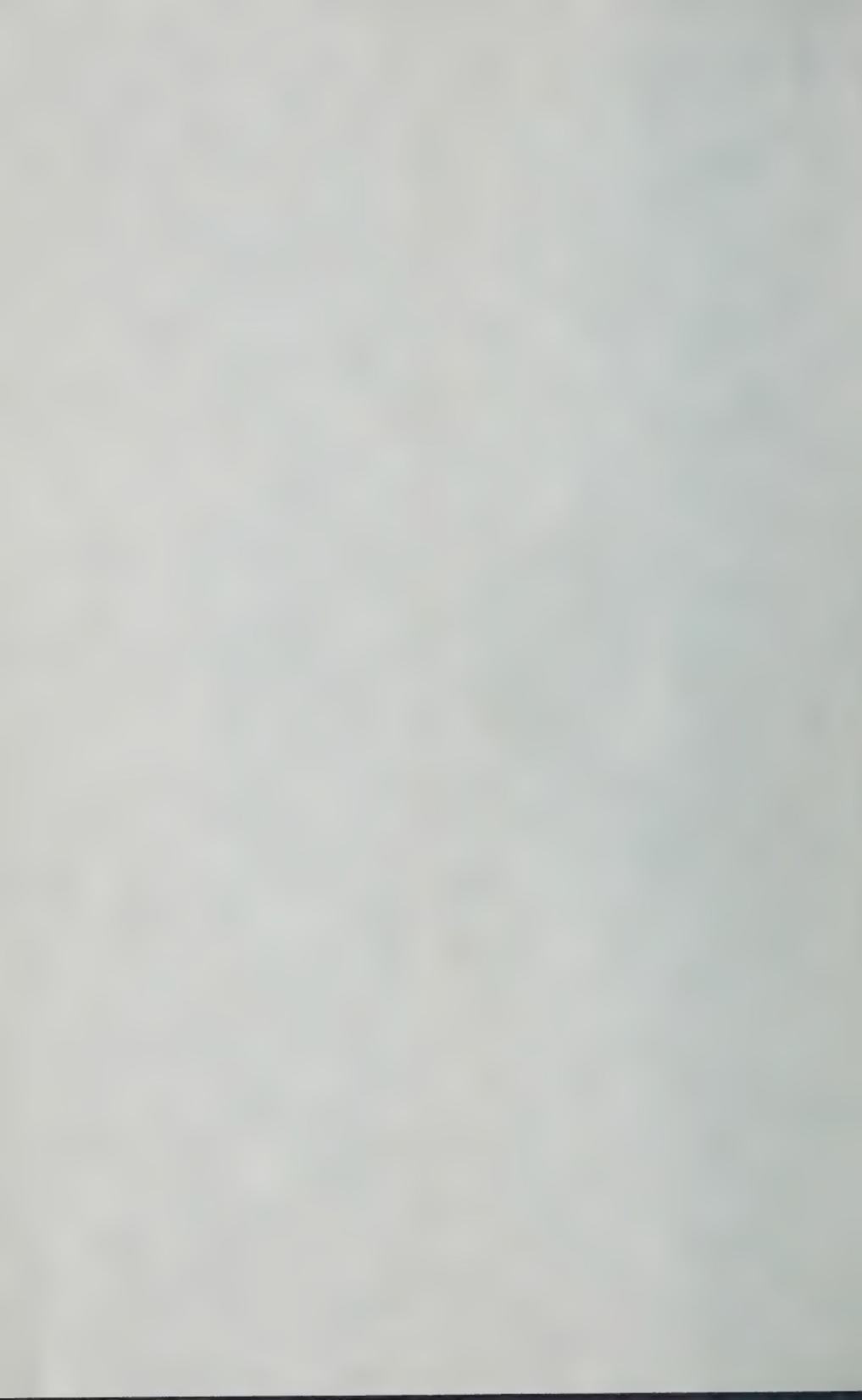
THE LIBRARY OF THE  
JUL 27 1953  
THE LIBRARY OF THE STATE OF ILLINOIS

*Fiscal Year 1952-1953*

## BOARD OF TRUSTEES

Rabbi Norman F. Feldheym	President
Mr. L. Burr Belden	Secretary
Mrs. Olive Palmtag	Mr. R. H. Neddersen
Mr. Herbert T. Slater	





027  
S1943R  
1952/53

"There was a time when the  
World acted upon books,  
Now books act upon the World."  
- Joubert

27 1943-1952/53

REPORT OF THE PRESIDENT

To the Honorable Mayor and Members of the Common Council, City of San Bernardino, California

Gentlemen:

In making its annual report to the Mayor and Common Council of the City of San Bernardino, the Board of Trustees of the Library Board, with pride and appreciation, commends the City Librarian and her staff for the effective library service rendered to the people of our City. The outstanding quality of the service and the effectiveness of the staff is all the more remarkable when attention is called to the completely out-moded and inadequate facilities of the Main Library building where the City-wide library service is centered and administered.

The development of our Branch system and its growth, has stimulated book circulation and library use beyond all expectations. This has added to, rather than mitigated the problems presented by the Main Building inadequacy.

The Board is grateful to the Mayor and members of the Council for their understanding of the library problem and for their sympathetic co-operation in finding a solution for it. Moneys provided by the

Council in the library budget have permitted a study of the problem and made possible the drawing of preliminary plans for a new Library Building in the Civic Center.

The President of the Board is most appreciative of the intensive interest of the Board members, Mr. Belden, Mr. Nedderson, Mr. Slater, and Mrs. Palmtag. They have spared no effort, time, or thought in the discharge of duties and responsibilities assigned to them as members of the Board, and in their desire to help provide an effective and stimulating library service for the people of San Bernardino,

Respectfully submitted,

NORMAN F. FELDHEYM

President of the Board  
of Trustees

LIBRARY STAFF

Mary Belle Kellogg, City Librarian

John M. Connor . . . . .	Assistant City Librarian
Margaret F. Engleman . . . . .	Senior Librarian
Bess G. Harrison . . . . .	Senior Librarian
Mildred I. Lippert . . . . .	Senior Librarian
Kate P. St. Jean . . . . .	Senior Librarian
Violet M. Yelton . . . . .	Senior Librarian
Mary Anna Selkirk . . . . .	Junior Librarian
Vera Plimley . . . . .	Junior Librarian
Joyce A. Warner . . . . .	Junior Librarian
Hilda Goltz . . . . .	Intermediate Clerk
Smilie L. Leser . . . . .	Intermediate Clerk
* Anna J. Mc Gough . . . . .	Intermediate Clerk
Gloria G. Bandholtz . .	Int. Stenographer Clerk
Wilma M. Ford . . . . .	Inter. Typist Clerk
Mary P. Mann . . . . .	Inter. Typist Clerk
Isabel Wilkinson . . . . .	Inter. Typist Clerk
Mary M. Woodhouse . . . . .	Inter. Typist Clerk
Martha Bayus . . . . .	Junior Typist Clerk
Janet L. Dunbar . . . . .	Junior Typist Clerk
Elinor L. Herried . . . . .	Junior Typist Clerk
Nancy J. Livacich . . . . .	Junior Typist Clerk
Clemma R. Mc Cawley . . . . .	Junior Typist Clerk
Sue E. Riley . . . . .	Book Repairer
Mary Carr . . . . .	Clerical Aide
Robert R. Fine . . . . .	Clerical Aide
Shirley Goff . . . . .	Clerical Aide
James Hughes . . . . .	Clerical Aide
Oliver S. Miller . . . . .	Clerical Aide
George Bayus . . . . .	Janitor
Wasko Garnek . . . . .	Janitor
Eli M. Lane . . . . .	Janitor

\* On leave of absence

continued

LIBRARY STAFF

continued

Helen Stratte . . . . .	Relief Jr. Librarian
Wilma Boehm . . . . .	Relief Clerk
Virginia A. Mc Clure . . . . .	Relief Clerk
Frederick L. Plimley, Jr. . . . .	Relief Clerk
Ruth Daubert . . . . .	Relief Book Repairer
James Bayus . . . . .	Relief Janitor
Oscar Kukuk . . . . .	Relief Janitor

Resigned

Doris E. Ferar . . .	Inter. Stenographer Clerk
Dorothy M. Hoover . . . .	Junior Typist Clerk
Donald Crocfer . . . . .	Clerical Aide
Mary Daniels . . . . .	Clerical Aide
Parley Eaton . . . . .	Clerical Aide

THESE ARE THE

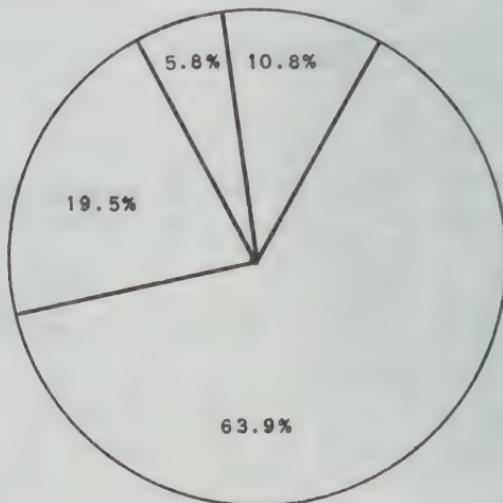
We received \$ 115,718.00

from

Library tax .1724 per \$100.00

We contributed \$ 5,164.90 from Fines and Fees

We divided our funds like this:



5.8 %	Capital Outlay . . . . .	\$ 6,662.79
10.8 %	Operating . . . . .	\$ 12,418.20
19.5 %	Books, records, films, periodicals, music, etc.	\$ 22,613.37
63.9 %	Salaries . . . . .	\$ <u>74,023.64</u>
100.0 %	Total . . . . .	\$ 115,718.00

CTS 1952 - 1953

We now have

Books . . . . .	100,365
Current Magazines . . . . .	184
Newspapers . . . . .	14
Long Playing Records . . . . .	124

We showed

101 films to an audience of 30,800

Our borrowers were 27,053

To them we

Loaned - 332,813 books, magazines, etc.

1,166 records since Jan. 1, 1953

Answered - 14,018 reference questions in the  
Reference Room.

Repaired - 10,366 books

Maintained - 3 Branch Libraries

These services required 25 employees

(full time equivalent of all employees)

## FINANCIAL REPORT

Assessed valuation of City . . . . .	\$ 64,349,890.00
Library Tax Rate . . . . .	.1724
Receipts . . . . .	115,718.00

### EXPENDITURES

Salaries . . . . .	74,023.64
Books . . . . .	17,899.85
Periodicals . . . . .	2,231.48
Binding and Rebinding . . . . .	1,331.30
Music records, films, etc. . . . .	1,150.74
Rent . . . . .	780.00
Heat, Light, Power, Water . . . . .	2,512.31
Insurance . . . . .	883.28
Other operating expenses . . . . .	8,242.61
Capital expenses . . . . .	<u>6,662.79</u>
Total Expenditures . . . . .	\$ 115,718.00

### CASH ACCOUNT

Cash on hand July 1, 1952 . . . . .	\$ 5.00
Deposits on hand . . . . .	24.42
Cash on hand increased Sept. 1, 1952	15.00
Receipts -- Fines . . . . .	4,716.99
Non-resident Fees . . . . .	390.35
Damaged Books . . . . .	12.72
Reserved Books . . . . .	44.84
Lost Books . . . . .	292.53
Deposits . . . . .	<u>-</u>
Total Receipts . . . . .	\$ 5,501.85

### DEPOSITED WITH CITY TREASURER:

Fines . . . . .	\$ 5,164.90
Lost Books . . . . .	292.53
Balance on hand July 1, 1953 . . . .	<u>44.42</u>
Total.....	\$ 5,501.85

### REGISTRATION

July 1, 1952 . . . . .	25,821
New and re-registered . . .	9,143
Relinquished . . . . .	<u>7,911</u>
Total - July 1, 1953 . . .	27,053

Registration includes Main Library and its Branches.

### CIRCULATION

	<u>Adult</u>	<u>Juvenile</u>	<u>Total</u>
Fiction . . . . .	88,593	117,184	205,777
Nonfiction . . . . .	69,394	51,859	121,253
Periodicals . . . . .	5,783		5,783
Interlibrary Loan . . .	76		76
State Library . . . . .	<u>282</u>	_____	<u>282</u>
Total Circulation . .	164,128	169,043	333,171

Circulation includes:

Arrowhead Branch . .	36,514	59,270	95,784
Bunker Hill Br. . .	5,273	10,952	16,225
Mt. Vernon Br. . . .	769	16,031	16,800
Books checked to schools . . . . .			40,184

### BOOK STOCK

	<u>Adult</u>	<u>Juvenile</u>
Books on hand July 1, 1952 . . .	60,591	32,636
Additions . . . . .	9,062	
Withdrawals . . . . .	<u>1,924</u>	
Net Gain . . . . . . . . . . .		<u>7,138</u>
Books on hand July 1, 1953 . . . . .		100,365

## LIBRARIAN'S REPORT

To the Members of the Board of Library Trustees  
of the Free Public Library of San Bernardino.

Gentlemen:

1903 - 1953                Fifty years ago, at the opening of the present Carnegie Library building, 3,000 of the 10,000 residents of the town were borrowers of the 6,000 books in the library. Today in the same building 27,000 of the 74,000 residents of the city are active users of the library, which with the small extension added in 1921, now houses 100,000 books.

The active use of the library in spite of inadequate bookstock, reading space, and comfortable ventilating system, proves that our citizens are convinced of the value and worth of the library to the community.

READERS  
INTERESTS                Fifty years ago when there were no radios, television sets, or automobiles to provide entertainment, the records show that 80% of the books borrowed were fiction, while today adults are reading in the ratio of about 56% fiction to 44% non-fiction.

EXPANDED  
SERVICE                Fifty years ago the circulation of books to the greatest number of people was the only function of the library. Today the library

circulates long-playing records and films which speak a language not developed when the library was built. Circulation of 16 mm films and long-playing records has become so successful this past year, that an assistant in the Reference Department has been given the responsibility for their selection and care.

TODAYS  
EVENTS

Each day is full of important happenings. Only the newspapers and magazines can keep this record. But the storage space for these periodicals is becoming a problem which we hope to partially solve with the use of microfilm editions.

QUESTIONS  
ANSWERED

Since the public library has the function of supplying accurate, factual information to the residents of the community, the Reference Department has continued busy and popular. It has a record of about 14,018 questions which required assistance.

CHILDREN'S  
READING

Many reference questions were also answered in the Children's Room, but approximately one half of all books circulated in the entire system were children's books. This is remarkable, since almost every Elementary school has a library of its own. For the children, the Reading Club is still a popular library activity. During the summer of 1952, out of a Reading Club of 1,200 members, reading certificates were awarded to 532.

BRANCH  
LIBRARIES

The neighborhood, or branch libraries, have brought library service closer to the homes.

Every branch has shown an increase in use. The Arrowhead Branch, although built in 1950, should be increased 100% in size and bookstock. The community room at this branch is in constant use for meetings, conferences, and for the exhibits of the San Bernardino Art Association.

Bunker Hill Branch has now a new location, and though moved only around a corner to face a main thoroughfare, within a few weeks it's use has increased. This fact emphasizes again our belief that location is of first importance to any library service.

EMPLOYEES

Service and good will, however, originate with the membership of the staff. From the janitor who polishes the floors while we all have a holiday, and the staff members who spend their evenings and spare time preparing book talks, to the Assistant Librarian working with group programs in the community, come the spirit of service which makes the library popular.

GROWTH OF STAFF

This library building was opened in 1903 with a staff of two; today 19 members are working in the same main building, and 6 others in the branches. As the staff has grown in number it has achieved it's own Staff Organization which is affiliated with the American Library

Association. It's members assist with the personnel and other welfare problems of the staff, as well as participate in community activities.

Staff changes have been many this year. We all sincerely regret the resignation of Mr. John Connor, Assistant Librarian, and Mrs. Kate St. Jean, head of the Reference Department. The leadership of these people contributed much to the professional standard of the staff and its morale, and their participation in group activities in the community increased the understanding and use of the facilities of the library.

The staff and I are grateful for the sincere interest shown by the members of the Library Board in our welfare and in the expansion of the activities of the library.

IN REMEMBRANCE      The present small Carnegie Library building, built 50 years ago, is about the last public building remaining from the horse and buggy days. There has passed its doors not only the horse drawn fancy carriages, but the mule teams with the jangling bells hauling lumber from the mountains, pack burros, and automobiles such as the air cooled Franklins, the lowly Maxwell and the sleek Pierce Arrow. Now jet planes fly overhead and the city has grown to include the sage brush land up to the foot of the mountains.

The little building can expand no more, up, down, or out. It has been operated on structurally so many times, that the Librarian's office and the outer walls are all that remain unchanged. It has served the community well, and still does, but it has done all it can within its capacity.

All of us have had renewed inspiration and vision in working with the architect on plans for the new main library building to be located in the Civic Center at Fifth and Arrowhead Avenue.

FRIENDS OF THE  
LIBRARY

This library and its staff have many friends. Gifts of books are numerous; many are valuable. Our Congressman keeps us supplied with the latest government information; organizations supply periodicals. To all of these, and our many friends in radio, with the newspapers, and in business, we are deeply appreciative of their contributions and support.

Respectfully submitted,

MARY BELLE KELLOGG

Librarian

*San Bernardino  
Public Library System*



**FREE PUBLIC LIBRARY**

Fourth and D Streets • Telephone 4-1183

**BRANCHES**

Arrowhead Branch: 2956 Arrowhead Avenue  
Telephone 8-0989

Bunker Hill Branch: 1033 Mill Street  
Telephone 5-9332

Mt. Vernon Branch: 1242 Ninth Street



021  
S1943R  
1951/52

# *Annual Report*

FREE PUBLIC LIBRARY

SAN BERNARDINO

CALIFORNIA

ESTABLISHED 1891



FISCAL YEAR 1951-1952

## BOARD OF TRUSTEES

RABBI NORMAN F. FELDHEYM . . . . .	<i>President</i>
MR. L. BURR BELDEN . . . . .	<i>Secretary</i>
MRS. OLIVE PALMTAG	MR. R. H. NEDDERSEN
MR. HERBERT T. SLATER	

027

S1943R  
1951/52

Let me exhort everyone to do their utmost to think outside and beyond our present circle of ideas. For every idea gained is a hundred years of slavery remitted.

--Richard Jefferies  
"Story of My Heart"

1951/52 div. q. 1951/52, ann. DF

THE LIBRARY OF THE  
JUL 30 1952  
UNIVERSITY OF ILLINOIS

REPORT OF THE PRESIDENT

To the Honorable Mayor and Members of  
the Common Council, City of San Bernardino,  
California

Gentlemen:

The year 1951-1952 found the Library Board concerned with needs of the future as well as problems of the present. Faced with the rapid deterioration of the Main Library building, representations were made to the Mayor and Council to formulate plans for the erection of a new Main Library building within the immediate future. We were gratified to note that the Mayor and Council were already aware of the urgent need for a new and larger structure in which the Library could more adequately serve our rapidly growing community, and received our representations with the interest and sympathy this grave problem deserves. To expedite a solution to the problem, the Library Board has selected an architect, so that immediate use could be made of his services when the Council makes the necessary funds available.

This year the Library Board took another important step in ordering a survey made of the classification and pay plan for Library Staff

positions, and adopted a report made by Louis J. Kroeger and Associates.

The President wishes to express his gratitude and indebtedness to Mr. R. H. Neddersen, Mr. L. Burr Belden, Mrs. Olive Palmtag, and Mr. Herbert Slater, the members of the Library Board, for the tremendous sense of responsibility they have felt toward the many problems of the Library and for the many hours and conscientious thinking they have devoted to their solution, and, of course, to Miss Mary Belle Kellogg, and every member of the Library Staff, who have rendered a distinguished and effective Library service to our community despite the adverse conditions under which their work had to be done, and the completely inadequate physical facilities in which the Library operation had to be carried on.

Respectfully submitted,

NORMAN F. FELDHEYM

President of the Board  
of Trustees

## FINANCIAL REPORT

Assessed valuation of City - - - - -	\$58,973.190
Library tax rate - - - - -	.1481 on \$100
Receipts - - - - -	\$93,960

## EXPENDITURES

Salaries - - - - -	\$62,859.74
Books - - - - -	15,673.42
Periodicals - - - - -	1,957.80
Binding and rebinding - - - - -	1,469.48
Rent - - - - -	780.00
Heat, Light, Power, Water - - - - -	2,479.12
Insurance - - - - -	1,018.26
Other operating expenses - - - - -	6,666.70
Capital expenses - - - - -	<u>1,055.48</u>
Total Expenditures - - - - -	\$93,960.00

## CASH ACCOUNT

Cash on hand July 1, 1951 - - - - -	\$ 5.00
Deposits on hand - - - - -	26.42
Receipts---Fines - Main Library -	2,965.81
Fines - Branches - - -	1,557.97
Nonresident fees - - -	343.75
Reserve books - - - -	18.00
Damaged books - - - -	13.07
Lost books - - - -	152.51
Deposits - - - - -	<u>-----</u>
Total Receipts - - - - -	\$ 5,082.53

### Deposited with City Treasurer:

Fines - - - - -	\$ 4,861.48
Lost books - - - - -	152.51
Lost book refunds - - - - -	37.12
Deposits refunded - - - - -	2.00
Balance on hand July 1, 1952 - - -	<u>29.42</u>
Total - - - - -	\$ 5,082.53

## LIBRARY STAFF

Mary Belle Kellogg, City Librarian

John M. Connor - - - - -	Assistant City Librarian
Margaret F. Engleman - - - - -	Senior Librarian
Kate B. Field - - - - -	Senior Librarian
Bess G. Harrison - - - - -	Senior Librarian
Mildred I. Lippert - - - - -	Senior Librarian
Mary A. Selkirk - - - - -	Junior Librarian
Violet M. Yelton - - - - -	Junior Librarian
Elizabeth J. Hudlow - - - - -	Branch Librarian
Vera Plimley - - - - -	Branch Librarian
Joyce A. Warner - - - - -	Branch Librarian
Smilie L. Leser - - - - -	Intermediate Clerk
Anna J. McGough - - - - -	Intermediate Clerk
Marianne R. Stephens - - - - -	Intermediate Clerk
Doris E. Ferar - - - - -	Inter. Stenographer Clerk
Mary A. Pinkerton - - - - -	Inter. Typist Clerk
Isabel N. Wilkinson - - - - -	Inter. Typist Clerk
Martha Bayus - - - - -	Junior Typist Clerk
Clemma R. McCawley - - - - -	Junior Typist Clerk
Nancy J. Troutman - - - - -	Junior Typist Clerk
Sue E. Riley - - - - -	Book Repairer
Mary I. Carr - - - - -	Clerical Aide
Donald L. Crocfer - - - - -	Clerical Aide
Mary M. Daniels - - - - -	Clerical Aide
Robert R. Fine - - - - -	Clerical Aide
Oliver S. Miller - - - - -	Clerical Aide
Lois Fine - - - - -	Relief Clerk
Elinor L. Herried - - - - -	Relief Clerk
Dorothy M. Hoover - - - - -	Relief Clerk
Charles H. DeMorst - - - - -	Relief Janitor
George Bayus - - - - -	Janitor
Wasko Garnek - - - - -	Janitor
Eli M. Lane - - - - -	Janitor
	<u>Resigned</u>
Wilma L. Boehm - - - - -	Inter. Typist Clerk
Sophie K. Horton - - - - -	Inter. Typist Clerk
Richard Cowden - - - - -	Clerical Aide

FINANCIAL STATISTICS

Our budget was \$93,960

which was obtained from

library tax - - - .1481 per \$100

We contributed to City finances - - - \$4,861.48

How we spent our budget - which was 3.3% of total  
City budget - \$2,782,918.12

From every dollar,

1%	capital outlay . . . . .	\$ 1,055.48
12%	operating . . . . .	10,944.08
20%	books, binding, periodicals .	19,100.70
67%	salaries . . . . .	62,859.74
	salaries-----	62,859.74
	minus:	
	retirement---	5,582.67
	Federal tax--	<u>8,294.70</u>
	employees'	
	"take home"--	48,982.37
100%	. . . . .	\$93,960.00

HOW IT ADDS UP

We have - - - - - 93,227 books

We subscribed for - - - - 237 periodicals

We loaned - 311,064 books, magazines, etc.

We served - - - - - 25,821 card holders

We answered - - 9,789 reference questions

We loaned - - - - - - - - - 56 films

Films were viewed by - - - 16,842 persons

We have - - - - - - - - - 21 employees

We maintain - - - - - 4 library outlets

We repaired - - - - - - - 11,115 books

On this

We spent - - - - - - - - - 93,960 dollars

for which

The Library tax was - - - - .1481 on \$100

## LIBRARIAN'S REPORT

To the Members of the Board of Library Trustees  
of the Free Public Library of San Bernardino

Gentlemen:

### EXPANSION

Although public library service consists in the furnishing and stimulation of ideas, in every year of the past five a progressive step in the development of our public library system has been taken.

1951-52 -- Opening department of audio-visual materials.

Adoption of Kroeger classification and pay plan.

1950-51 -- Opening of Arrowhead Branch,  
September, 1950, in own building.

1949-50 -- Acquisition of land for Arrowhead Branch Library.

1948-49 -- Opening of Bunker Hill Branch,  
December, 1948.

### GROWTH

This expansion of the Library's service has come with the growth of the city. A census report reprinted in the American City for February, 1952, shows San Bernardino as one of 157 cities which have an extensive population outside the city limits. The figures given were:

City - - - San Bernardino - 63,058 -- 46.4%  
Suburban - San Bernardino - 72,712 -- 53.6%

The Library, as well as the other City departments, feels the pressure for service from this outside area. Although this portion is served by the County Library, some 1,282 nonresident persons became borrowers at the City Library.

**PERSONNEL** With the expansion of library services and the increase in personnel, a revision of the duties of the Staff was necessary. After the adoption of the classification and pay plan suggested by the Kroeger Report, an efficiency rating system recommended by the American Library Association was put into effect. These two devices, while far from perfect, enable the employee to know what he is doing, how he is doing it, and how much he can expect for it.

**USE** The needs of our 25,821 card holders supplied the measurements by which books and communicative materials were furnished. But, many persons use the Library who do not have cards. Over 200 daily made some use of the library services in the fiscal year 1951-52.

**READING  
INTERESTS** Television is now supplying entertainment to many readers who formerly read mysteries, westerns, and light romance. A large portion of the reading public is interested in the books which help them understand world affairs as well as themselves. Handicrafts are of major interest year after year.

**COMMUNITY  
AND LIBRARY** With the opening of the branches, the Library is in closer contact with the community. The summer

story hours provided by the Librarian and the mothers in the Bunker Hill district are eagerly attended and have become a community project.

**LIBRARY AND SCHOOLS** During the past year 104 school classes, with approximately 3,650 students, have visited the Juvenile Department for instruction in library use and a story period.

**LIBRARY AND ART ASSOCIATION** Through the cooperation of the Branch Librarian, the San Bernardino Valley Art Association has maintained a changing collection of paintings by local artists in the Story Room at the Arrowhead Branch. Story hours, while not a regularly scheduled program, are eagerly enjoyed by the children when it has been possible to supply them.

**FIIM SERVICE** Each year the contacts of Staff members as well as the services of the Library reach farther into the community. The participation in a film circuit with other libraries of Southern California has enabled us to supply about 7 fine films a month free of charge to our borrowers. Although this service was not inaugurated until November, 56 films have been shown to an audience of 16,842. Membership in the circuit has enabled us to begin the development of our own audio-visual department.

**RECORDS** The record library will be ready in the fall. This feature of our service is long overdue, but the next year will bring expansion in this field.

STAFF ASSOCIATION I commend the Staff on its activities through its Staff Association and appreciate its responsive cooperation in library as well as community affairs.

BUILDING OUTGROWN The extent of the service which the Library can give is limited by our overcrowded building.

This crowded condition would not be tolerable if it were not for the fact that the Library Board, as well as the Mayor and Council, are well aware of it and are actively planning to remedy it. The drafting of plans for a new library will be the major long-range problem for the new year.

COOPERATIVE EFFORTS The Staff and the Librarian realize their achievements would not have been possible were it not for the understanding support and advice of the Library Board of Trustees. Their service, together with the sympathetic cooperation of the Mayor and Common Council, have heartened us and confirmed our faith in their affirmation that a new library will be the next major building program.

APPRECIATION We are grateful to the many friends of the Library who have given books and periodicals, and sincerely appreciate the generosity of the Sun Company for the publicity which it gives our activities.

Respectfully submitted,

MARY BELLE KELLOGG

Librarian

### REGISTRATION

July 1, 1951	26,955
New and reregistered	8,381
Relinquished	<u>9,515</u>
Total--July 1, 1952	25,821

#### Registration includes:

Arrowhead Branch	3,782
Bunker Hill Branch	1,043
Mt. Vernon Branch	1,164

### CIRCULATION

	<u>Adult</u>	<u>Juvenile</u>	<u>Total</u>
Fiction	91,937	104,753	196,690
Nonfiction	63,503	44,552	108,055
Periodicals	5,951		5,951
Interlibrary Loan	87		87
State Library	<u>281</u>		<u>281</u>
Total Circulation	161,759	149,305	311,064

#### Circulation includes:

Arrowhead Branch	34,621	52,020	86,641
Bunker Hill Branch	6,597	9,338	15,935
Mt. Vernon Branch	1,504	17,189	18,693
Books checked to schools			29,170

### BOOK STOCK

Books on hand July 1, 1951	86,739
Additions	7,701
Withdrawals	<u>1,213</u>
Net Gain	<u>6,488</u>
Books on hand July 1, 1952	93,227

*San Bernardino Public Library System*

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FREE PUBLIC LIBRARY

Fourth and D Streets • Telephone 4-1183

BRANCHES

Arrowhead Branch: 2956 Arrowhead Avenue  
Telephone 8-0989

Bunker Hill Branch: 1031½ Mill Street  
Telephone 5-9332

Mt. Vernon Branch: 1242 Ninth Street



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1950/51

ANNUAL REPORT

**Free Public Library**  
**SAN BERNARDINO**  
**CALIFORNIA**

Established 1891



THE LIBRARY OF THE  
AUG 10 1951

**FISCAL YEAR 1950-1951**



BOARD OF TRUSTEES

Rabbi Norman F. Feldheym.....President

Mr. L. Burr Belden.....Secretary

Mrs. Olive K. Palmtag                           Mr. R. H. Neddersen

Mr. Herbert T. Slater

## REPORT OF THE TRUSTEES

To the Honorable Mayor and Members of the Common Council, City of San Bernardino, California

Gentlemen:

The Board of Trustees of the San Bernardino Free Public Library is pleased to present the report of its activities for the fiscal year ending June 30, 1951.

The main achievement of the year was the completion of the new Arrowhead Branch Library situated at Arrowhead Avenue and Arrowhead Square. In the ten months of its operation, this new branch has served an ever-increasing segment of the public and its future popularity would seem limited only by the size of the available book stock. In the accompanying report of the Librarian will be found statistics indicating how popular both the main library and the three branches are with the citizens of our city, an indication of the service performed by this institution.

The Library Board looks to the early erection of a new main library and to that end is limiting expenditures on the old building. To provide work room for cataloging, however, some partitioning was done during the year.

Rabbi Norman F. Feldheym, Board President, was recalled for a term of active duty with the armed forces last November. During his absence, members of the Board have served as Acting President in rotation. Rabbi Feldheym, R. H. Neddersen, and Mrs. Olive K. Palmtag were reappointed to new four-year terms as trustees during May, 1951.

At the May reorganization meeting, Rabbi Feldheim was reelected President and his military leave continued.

In recognition of the long public service of Dr. Allen E. Haenszel, former Board member, the Allen E. Haenszel collection of Californiana was started during the year. This collection is housed at the Arrowhead Branch, and is being augmented by sums set aside for the purpose.

The Library Trustees have indicated that they would welcome additional collections as memorials to persons interested in cultural and educational advancement of this community and county.

This report would be most incomplete, indeed, if we failed to commend the devoted leadership given by Miss Mary Belle Kellogg, the Librarian, and her staff. We have also been fortunate in obtaining the services of John M. Connor, who fills the long vacant position of Assistant Librarian.

Respectfully submitted,

BOARD OF TRUSTEES

by

L. Burr Belden, Secretary

## FINANCIAL REPORT

Assessed valuation of City - - - - -	\$50,890,220.00
Library tax rate - - - - -	.1402 on \$100
Receipts - - - - -	\$83,622.00

## CASH ACCOUNT

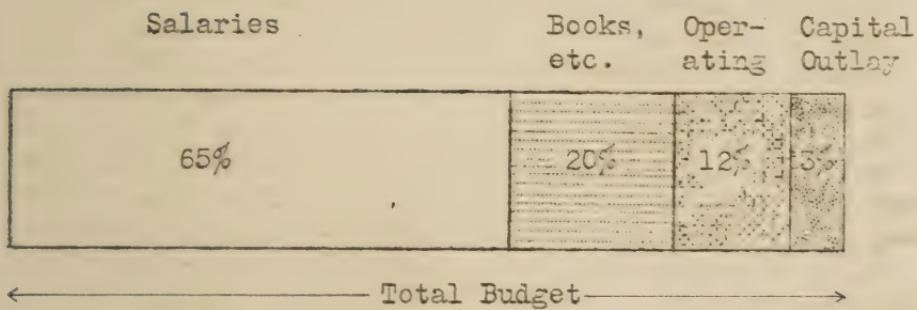
July 1, 1950 to July 1, 1951

Cash on hand July 1, 1950 - - - - -	\$ 5.00
Deposits on hand July 1, 1950 - - - - -	23.42
Fines - - - - -	3,711.95
Nonresident fees - - - - -	310.65
New cards - - - - -	14.20
Reserve books - - - - -	33.05
Damaged books - - - - -	11.85
Lost books - - - - -	126.68
Deposits received - - - - -	<u>93.12</u>
Total - - - - -	\$4,329.92
Deposited with City Treasurer - - - - -	\$4,208.38
Deposits returned - - - - -	91.12
Balance on hand July 1, 1951 - - - - -	<u>30.42</u>
Total - - - - -	\$4,329.92

## OUR INCOME FOR 1950-1951

From taxation - - - - - \$83,622.00

## HOW WE SPENT IT



Salaries - - - - -	\$54,544.87
Books - - - - -	15,244.72
Periodicals - - - - -	1,588.83
Binding and rebinding - - - -	540.21
Rent - - - - -	780.00
Heat, Light, Power, Water - -	2,317.34
Insurance - - - - -	430.62
Other operating expenses - - -	5,524.09
Capital expenses - - - - -	<u>2,651.32</u>
Total expenditures - - - - -	\$83,622.00

## LIBRARY STAFF

Mary Belle Kellogg, Librarian

John M. Connor - - - - -	Assistant Librarian
Kate B. Field - - - - -	Reference Librarian
Margaret Fay Engleman - - - - -	Circulation Librarian
Mildred I. Lippert - - - - -	Catalog Librarian
Bess G. Harrison - - - - -	Library Assistant
Mary A. Selkirk - - - - -	Library Assistant
Violet M. Yelton - - - - -	Library Assistant
Smilie L. Leser - - - - -	Library Assistant
Anna J. McGough - - - - -	Library Assistant
Isabel N. Wilkinson - - - - -	Library Assistant
Arda M. Haenszel - - - - -	Relief Assistant
Phyllis A. Klang - - - - -	Relief Assistant
Elizabeth J. Hudlow - - - - -	Branch Librarian
**Vera Plimley - - - - -	Branch Librarian
**Joyce A. Warner - - - - -	Branch Librarian
Doris E. Coble - - - - -	Secretary
**Martha Bayus - - - - -	Library Clerk
Wilma L. Boehm - - - - -	Library Clerk
Sophie K. Horton - - - - -	Library Clerk
Marianne R. Stephens - - - - -	Library Clerk
Maude P. Smith - - - - -	Relief Clerk
Lois Fine - - - - -	Page and Relief Clerk
Sue E. Riley - - - - -	Book Repairer
*Harold Conley - - - - -	Page
Richard Cowden - - - - -	Page
Donald Crocfer - - - - -	Page
*Creighton Depew - - - - -	Page
Robert Fine - - - - -	Page
*Richard Jones - - - - -	Page
*Robert Stevens - - - - -	Page
*Orval Walden - - - - -	Page
Wasko Garnek - - - - -	Janitor
**George Bayus - - - - -	Branch Janitor
**Eli M. Lane - - - - -	Branch Janitor
David Valigura - - - - -	Relief Janitor

\*Resigned

\*\*Part Time

## REPORT OF THE LIBRARIAN

To the Members of the Board of Library Trustees  
of the Free Public Library of San Bernardino

Gentlemen:

I hereby present my report for the fiscal year ending June 30, 1951.

**GROWTH** Progress, growth and expansion have prevailed in every department of the Public Library during the year 1950-1951.

**WE EXAMINE OURSELVES** In step with our plan for re-examining and re-evaluating all our library functions, two main projects were carried on this year. First, the process of book ordering and processing was revised to provide a procedure which would save time and effort. Coupled with this was a check of our entire nonfiction book stock, thereby eliminating out-of-date titles and determining subjects which were not adequately covered. This is but the beginning of a thorough overhauling of our whole system.

### BEHIND THE FIGURES

**BORROWERS** All the library outlets have shown an increase both in membership and in use. This is noteworthy since many of the young people of reading age are now with the armed forces. There are now 26,955 persons, or about 42%, of the population registered as active borrowers in the library. Of these, 5,456 are boys and girls.

**EXTENSION** Our policy of a "library for you near you" has proved sound. Establishment of the Arrowhead Branch has resulted in the extension of the library facilities without any diminution of the service at the main library.

**WHAT YOU ARE READING** About 58% of all the adult reading is in fiction; of the nonfiction, books on the useful arts are read the most frequently, such as books on the automotive and airplane mechanics, farming, construction, dietetics and health. After these in the order of popularity are biography, literature, and history. Philosophy and religion were read the least.

**QUESTIONS** The library is essentially an organization for service. Many of its services are intangible. Aside from answering questions of information, the Reference Department answered 9,523 questions in research. Individuals engaged in research used 4,959 magazines, pamphlets and newspapers. This research and informational service we believe to be one of the chief functions of a public library.

**BOYS AND GIRLS** Next in importance is providing the best books for the boys and girls. In addition to the usual circulation of books to children and their parents, the Juvenile Department has furnished 373 classroom collections and has had clubs of eager vacation readers. About 1,000 boys and girls participated in the Vacation Reading Club. Of these, 514 received certificates for the completion of the 10-book reading assignment.

### INTO THE COMMUNITY

**NEW LIBRARY** The Librarian and her staff are already making surveys preparatory to the drawing of preliminary plans for the new main library.

**STAFF ACTIVITY** Book talks and reviews by the different members of the staff are only a part of the community activity of the staff. Membership in the Sierra Club, the Pen Women, Zontas, the Soroptimists, the Y.W.C.A., and the City Employees Association are other contacts which the staff maintains with the community.

The staff has progressed and strengthened itself by joining the national Staff Organization Round Table of the American Library Association. In addition to this activity it has undertaken several local welfare projects.

**STORY ROOM**

A feature which has been lacking in the main library has been the story room. This room at the Arrowhead Branch has already proved its usefulness. Among the groups which have had the use of the room, when it was not needed for library purposes, were three different chapters of the Red Cross, the Toastmistress Club, the Woodworms, the Delphian Circle, and a section of the A.A.U.W.

**EXHIBITS**

In the branch libraries it has been possible to feature some attractive displays. At the Arrowhead Branch the San Bernardino Art Association has had several exhibits by local artists. A collection of prize photographs were shown through the courtesy of the Lens and Shutter Club. A display which attracted considerable interest was that of rare Bibles from the State Library. This collection was shown by Sidney Hequembourg, the librarian at the Norton Air Base.

At the Bunker Hill Branch, changing exhibits of the paintings by two local artists, Anna Gray and Anne Benson, have received appreciative recognition from our patrons.

**APPRECIATION**

This fiscal year has closed with more than the usual accomplishments. None of these would have been possible, however, without the help of many individuals.

The understanding of our problems shown by the Mayor and members of the Common Council has encouraged us in this work.

The members of the Board of Library Trustees have been true representatives of the community in assisting the Librarian and her staff to achieve progressive policies and practices in the administration of the library.

The San Bernardino Daily Sun and the local radio stations have been very generous with space and time for publicity.

To all these individuals and to the members of my staff whose cooperation, good cheer, and loyalty make all our service to the community possible, I express my sincere appreciation.

Respectfully submitted,

MARY BELLE KELLOGG

Librarian

### REGISTRATION

July 1, 1950	25,703
New and reregistered	7,521
Relinquished	<u>6,269</u>
Total Registration	
July 1, 1951	26,955

Registration includes:

Arrowhead Branch	1,683
Bunker Hill Branch	1,191
Mt. Vernon Branch	1,399

### CIRCULATION

	<u>Adult</u>	<u>Juvenile</u>	<u>Total</u>
Fiction	87,648	97,428	185,076
Nonfiction	56,330	41,569	97,899
Periodicals	4,857		4,857
Interlibrary Loan	70		70
State Library	<u>241</u>		<u>241</u>
 Total Circulation	149,146	138,997	288,143

Circulation includes:

Arrowhead Br. (10 mos)	22,898	32,634	55,532
Bunker Hill Branch	5,941	8,168	14,109
Mt. Vernon Branch	1,299	15,157	16,456
Books checked to schools			37,425

### BOOK STOCK

Books on hand July 1, 1950	79,749
Additions	7,883
Withdrawals	<u>893</u>
 Net Gain	<u>6,990</u>
 Books on hand July 1, 1951	86,739





